

ASPIRA, Inc. OF NEW JERSEY

EXECUTIVE OFFICE
390 BROAD STREET, NEWARK, NEW JERSEY 07104 • 201-484-7554 • FAX 201-484-0184



BUILDING ON
TWO DECADES
OF SERVICE

MARGARET ROSARIO-RIVERA
Chairperson

FERNANDO FUENTES
Executive Director

Board of Directors

CARLOS J. ALMA

DENNIS ALVARADO

GENE CALDERON

ELVIN J. CRESPO, ESQ.

AGUSTIN CRUZ

MAJ. SAMUEL A. DELGADO

NANCY ALEJANDRO DILLARD

WALTER A. OLIVIAS, ESQ.

GEORGE SANTIAGO, JR.

LUIS A. SANTIAGO

LYDIA SANTOS

DELIA SOFA

ALBERTO TORRES

NOEMI VELAZQUEZ

ASPIRA Board of Directors Meeting

Monday, January 18, 1993

AGENDA

- * Waiver of Notice
- * Approval of Minutes
- * Chairperson's Report
- * Executive Director's Report
- * Personnel Committee
- * Development Committee
- * SAB
- * Taskforce
- * Old Business
- * New Business

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MEMORANDUM

TO: ASPIRA BOARD OF DIRECTORS

FROM: FERNANDO FUENTES, EXECUTIVE DIRECTOR 

RE: UNIFICATION OF COMPUTER SYSTEM

DATE: JANUARY 18, 1993

After a peripheral review of our computer hardware and software applications, I find that there are a number of inconsistencies just on the surface of our computer base. First, I noticed that there were a number of significant differences between many of the computer systems being used. For example, some were IBM, AT&T or compatibles with hard drives and floppies and others with monochrome screens, however, all seem to have printers attached.

My general focus of computers is that I want a more efficiently and improved computerized system that can be utilized to compile and search data, prepare businesslike correspondence and ultimately serve as a network to generate reports and data analysis that will link our offices on a single database system.

I know working with other organizations utilizing computers in their daily operation, that ASPIRA, Inc. of New Jersey certainly needs to evaluate and upgrade it's system to compete in today's technologically advanced world. I recommend that we standardize the computer usage and unify our applications of business software.

Eventually, I would like to see an automated fiscal department, an MIS/Data Processing Unit with high tech capabilities and possibly offering in service computer training and workshops for staff and participants alike.

Therefore, as a result of this preliminary review, I have disseminated a memo to the staff requesting information on the current computer systems and software applications they are currently using.

EXECUTIVE DIRECTOR'S REPORT
JANUARY 18, 1993

DEVELOPMENT:

The new Development Officer, Angela Corbo, began working for ASPIRA on December 7, 1992. She has begun submitting proposals for the winter appeal (below is the list).

Revenue received:

Turrell Foundation - \$35,000 for Early Intervention Program that operates out of Luis Munoz Marin Middle School. This grant is an increase of \$5,000 from the previous year.

Shering Plough - \$15,000 for Capital Campaign

Seagrams and Sons - \$5,000 for General Operating

Winter Appeal:

Request

City of Newark-Community Development Block Grant -- \$68,600
for General Programmatic expenses.

Essex County Division of Youth Services
Family Crisis Support Services -- \$25,000
for General Programmatic expenses.

The following are for General Operating Expenses

The Starr Foundation	-- \$50,000
Allstate Foundation	-- \$ 6,000
The Bunbury Co., Inc.	-- 2,500
Ciba-Geigy Corp.	-- 1,000
City National Bank	-- 300
Max & Victoria Dreyfus Foundation (no financial request made)	
Deluxe Check Printers	-- 5,000
Edwards & Kelsey	-- 600
Jersey City Power & Light	-- 500
Matsushita Electric Corporation of America	-- 1,500
Sandoz Pharmaceuticals	-- 2,500
Supermarket General	-- 1,500
Warner Lambert Foundation	-- 4,000

PROGRAMS:

Below are a list of major activities held for ASPIRANTES since November, 1992

Conferences:

Annual Careers Day Conference - December 9, 1992 - Caldwell College

College Fair - December 9, 1992 - Caldwell College

Future Tech/Math & Science Conference - December 11, 1992 - New Jersey Institute of Technology

Field Trips:

Repretorio Espanol, "La Botanica" - November 9, 1992

Stockton State College, November 12, 1992

Trenton State College, December 8, 1992

Newark Museum, - December 30, 1992

Museum of Natural History, New York City, December 18, 1992

Workshops:

Arturo Schomburg and His Accomplishments

African Influenced Rhythm of Puerto Rican Dance

Latino Males - "What's happening to our Latino Males?"

Taking the SAT

Learning about AIDS

Columbian Dance and Customs

Time Management

Self-Esteem- I Believe in Me

History of ASPIRA

Other:

N.J. Nets vs. N.Y. Knicks Basketball Game (Latino Males Project)

UPCOMING MAJOR ACTIVITIES:

Health Careers Conference, Upsala College, March, 1993

Statewide Youth Conference, Rutgers University, Late April-Early May, 1993

Annual Awards Ceremony, site to be determined, June, 1993

CORPORATE LUNCH

- * Invitations
- * Journal
- * Quality Inn
- * Date: March 3, 1993 - 12:00 p.m. - 2:00 p.m.

All of the above has been accomplished. Mr. Delgado will have the invitations out by wednesday...

Both Board and Staff will have to follow-up on sales of tickets and any other assistance that can be given to make this a successful event.

RENT

General Operating budget line is picking up a substantial piece of the rent to the Endowment Foundation.

CAPITAL CAMPAIGN CONTRIBUTIONS REPORT

January 15th Report

Follow up for next Board Meeting

LITIGATION

National Labor Relations Board

Attorney

ASPIRA PUBLIC RELATIONS

Funding Sources meetings

Educational Board meetings

Hispanic Mayors Task Force

Organize state Voter Registration Days - non-partisan

Press Releases to major media regarding activities with Black and White pictures

Community outreach

Newsletter

Television, Public access show

IMAGE BUILDING

Facility Cleanliness

Graffiti

Reports

Educational
Facility EEO
Principals
Superintendent
Board Members

Political

Council Members
Freeholders
Assembly
State Senators
Mayors
ETC.

Board Appointments

State
County
Local

BOARD MEETINGS

Management staff will attend Board meetings

Deputy Director
Fiscal
Development
Programs